

# SIDEWALK CAFÉ PERMIT APPLICATION

**FEE: \$100.00 Annual Permit Fee plus a 25 cents per sq. ft. Annual Rent of Sidewalk Space**

**RETURN TO:**

City Clerk's Office, 555 S. 10<sup>th</sup> St., Room 103, Lincoln NE 68508

**LMC Chapter 14.50**

***Please PRINT using blue or black ink only.***

APPLICANT'S INFORMATION					
NAME:					
HOME ADDRESS:					
ZIP:		HOME PHONE#:		FAX#:	
BUSINESS NAME:					
BUSINESS ADDRESS:					
ZIP:		BUSINESS PHONE#:		FAX#:	

MANAGER OF CAFÉ					
NAME:					
ADDRESS:					
ZIP:		PHONE#:		FAX#:	

RECORD OWNER OF PROPERTY					
NAME:					
ADDRESS:					
ZIP:		PHONE#:		FAX#:	
DOES THE RECORD PROPERTY OWNER AGREE TO SUCH USE?      _____ YES      _____ NO					
<b>PLEASE ATTACH A NOTARIZED LETTER OF CONSENT BY RECORD PROPERTY OWNER FOR THE USE OF SAID PROPERTY.</b>					

## SIDEWALK CAFÉ AREA

PLEASE LIST DAYS AND HOURS OF OPERATION: \_\_\_\_\_

\_\_\_\_\_

PLEASE DESCRIBE HOW THE SIDEWALK CAFÉ WILL BE SUPERVISED & MAINTAINED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HOW MANY PATRONS WILL BE SERVED IN CAFÉ AREA: \_\_\_\_\_

PLEASE DESCRIBE ANY PERMITTED ADVERTISING AND STREET FURNITURE USED (*photos may be attached*): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please attach six copies of a plat or drawing indicating, to scale, the amount of surface public right-of-way you are seeking permission to use and the location of all furniture, equipment, and any other article occupying public space, if any.**

### **FEES**

- \$100 Annual Permit Fee must be paid to the City Clerk on the day of Original Permit approval.
- Annual Rent of 25 cents per square foot of sidewalk space used must be paid to the City Clerk on the day of original permit approval.

### **INSURANCE**

Applicant shall ***at all times*** maintain a policy of liability insurance from a company licensed to do business in the State of Nebraska with a minimum of combined single limit of \$500,000 aggregate for any one occurrence. The insurance **must** name the City of Lincoln as an additional insured & contain a 30 day cancellation notice. **This must be attached to your application *prior* to submission!**

**The following items must be attached *prior* to submission of this application:**

- Notarized letter of consent by record property owner for the use of said property.
- Six copies of a plat or drawing indicating, to scale, the amount of surface public right-of-way you are seeking permission to use and the location of all furniture, equipment, and any other article occupying public space, if any.
- Certificate of Insurance: policy of liability insurance from a company licensed to do business in the State of Nebraska with a minimum of combined single limit of \$500,000 aggregate for any once occurrence naming the City as an additional insured.

## HOLD HARMLESS AGREEMENT

In consideration of being issued a permit for the use of surface space for a sidewalk café the undersigned applicant agrees to hold harmless the City of Lincoln and the officers and employees of the City for any loss or damage arising out of the use, or the discontinuance of any use. The undersigned agrees and understands that the use of the surface space is temporary, on a day to day basis; that the undersigned does not acquire any right, title, or interest in such space; that the undersigned may be required by the City at any time to vacate all or any part of the surface space that the undersigned has been given permission to use; that upon demand to vacate such space, the undersigned agrees to promptly remove any personal property placed thereon by the undersigned and to return the surface space to the same condition that it was in prior to commencement of such use or to reimburse the City for the cost of removing such property and restoring the surface space to its prior condition and that the undersigned has no recourse against either the City or its officers, employees or agents, either for any loss or damage occasioned by his or her being required to vacate all or any part of the surface space which the undersigned has been granted permission to use.

The undersigned further agrees at all times hereafter to comply with all municipal ordinances, rules and regulations of the City of Lincoln, Nebraska.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_.

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Signature of Applicant

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Printed Name of Applicant

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Witness

*Applications are available on the City's web site at "www.ci.lincoln.ne.us".*

## REFERRALS

*Please sign or initial "APPROVED" or "DENIED" & date.*

### PUBLIC WORKS - SIDEWALK INSPECTOR:

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### POLICE DEPT.:

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### FIRE PREVENTION BUREAU:

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### HEALTH DEPARTMENT:

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### URBAN DEVELOPMENT - JEFF COLE

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### PLANNING & URBAN DESIGN COMMITTEE - ED ZIMMER

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_

### CITY COUNCIL ACTION:

DATE ON COUNCIL AGENDA: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ RESO. #: \_\_\_\_\_

### MAYOR'S OFFICE: *(If appealed from Denial - refer to Mayor's Office)*

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDATIONS OR COMMENTS: \_\_\_\_\_

\_\_\_\_\_